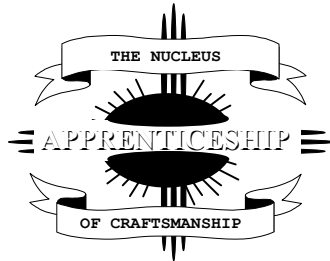




STANDARDS OF APPRENTICESHIP
adopted by

SOUTHWEST WASHINGTON ROOFERS APPRENTICESHIP COMMITTEE

<u>Skilled Occupational Objective(s):</u>	<u>(sponsor)</u>	<u>DOT</u>	<u>Term</u>
ROOFER		866.381-010	4000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

OCTOBER 15, 1987

Initial Approval

By: MELINDA NICHOLS
Chairman of Council

JULY 17, 1998

Addendum Amended

By: PATRICK WOODS
Secretary of Council

JULY 17, 1998

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE INDIVIDUAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS:

The following Standards of Apprenticeship, Southwest Washington Roofers, with supplements pertaining to the necessary work experience of the trade and a progressive wage scale will, when approved by and registered with the Washington State Apprenticeship and Training Council, govern the training of apprentices in this industry.

These Standards have been developed by employers and members of the Roofers Union Local #49 assisted by the State Apprenticeship and Training Division, Department of Labor and Industries.

1. **GEOGRAPHICAL AREA COVERED:**

The area covered by these Standards shall be all of Clark and Skamania Counties in Washington State.

2. **MINIMUM QUALIFICATIONS:**

Age: Apprentices indentured in accordance with these Standards shall be at least 18 years of age.
Education: None
Physical: Physically able to perform the work of the trade.
Testing: None
Other: None

3. **CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:**

A. **Selection Procedures:**

1. Applications will be available to anyone who is interested, regardless of any other consideration.
2. All application blanks will be serially numbered so that they can be accounted for.
3. Applications will be available through the Roofers Joint Apprenticeship Office located at 2725 S.E. 21st Avenue, Portland, Oregon.
4. There will be a "Record of Apprentice Applicants" on which each line carries a number corresponding to the serial number of an application. Columns will be provided to show the applicant's signature, printed name and the progress, by dates and final disposition. The applicant will sign the "Record of Apprentice Applicants" and will be given an "Application for Apprenticeship."

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5. Interviews will be granted to all who meet the minimum qualifications and who have completed the apprenticeship application on file with the Roofers Joint Apprenticeship Office.
6. Interviews will be scheduled after applications have been processed.
7. If, after a period of six months, the applicant has not fulfilled the basic requirements for interview-, this will be noted in the column marked "Final Disposition" on the "Record of Apprenticeship Applicants."
8. The employer shall be notified of an applicant's selection, effective date of indenture and percentage rate and shall be provided a copy of the Apprenticeship Agreement after being registered with the Washington State Apprenticeship and Training Council.

B. Affirmative Action Plan:

1. Participation in annual work-shops, if available, designed to familiarize all concerned with the apprenticeship system and current opportunities.
2. Cooperate with school boards, community colleges and vocational schools to develop programs which prepare students for entrance into apprenticeship.
3. Disseminate information, within shops or concerns, concerning equal opportunity policies of the program sponsor(s).
4. Engage in Outreach or other such programs, where available, designed to recruit, pre-qualify and place minorities and women (minority and non--minority) in apprenticeship.
5. To encourage establishment and use of pre-apprenticeship preparatory trade training and to provide that those who engage in such programs are given full and equal opportunity for admission into the apprenticeship program.
6. Use minority and women (minority and non-minority) journeymen and apprentices to promote the affirmative action program.
7. Grant credit for previous trade experience or trade-related courses for all applicants equally.
8. Admit persons who exceed the maximum age, where such action is necessary to assist the sponsor in achieving its affirmative action obligation.

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9. Engage in any other such action as stated above to ensure that recruitment, selection, employment and training of apprentices during apprenticeship shall be without discrimination because of race, color, religion, national origin or sex.

4. **TERM OF APPRENTICESHIP:**

The term of apprenticeship shall be (2) years schooling and not less than Four thousand hours of reasonable continuous employment for the apprentice.

5. **PROBATIONARY PERIOD:**

All apprentices employed in accordance with these Standards shall be subject to a probationary period not exceeding the first five hundred (500) hours of employment of the term of apprenticeship.

6. **RATIO OF APPRENTICES:**

The number of apprentices shall not exceed a ratio of one (1) apprentice to the first journeyman in full employment on the job. Additional apprentices are authorized at the rate of one (1) apprentice to one (1) journeyman.

7. **WAGE PROGRESSION:**

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270 (2) (c):

0 - 500 hours	60 % of Journeyman Scale
501 - 1000 hours	65 % of Journeyman Scale
1001 - 1500 hours	70 % of Journeyman Scale
1501 - 2000 hours	75 % of Journeyman Scale
2001 - 2500 hours	80 % of Journeyman Scale
2501 - 3000 hours	85 % of Journeyman Scale
3001 - 3500 hours	90 % of Journeyman Scale
3501 - 4000 hours	95 % of Journeyman Scale

An apprentice's work experience hours, school attendance records, test scores, instructor evaluations and employer evaluations/recommendations will be evaluated by the Apprenticeship Committee prior to advancement to the next wage progression.

Wage increases shall be based on monthly work progress reports and class attendance and satisfactory test scores, instructor and employer evaluations.

- A. To receive credit for hours worked, the apprentice must submit a progress record of work experience performed each month. The progress record must be

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submitted to either the Joint Apprenticeship Office or their classroom instructor on or before the 10th of the following month. Failure to submit monthly progress records when due will result in the apprentice not receiving hourly credit towards upgrading for said month or months.

- B. For every unexcused absence from class, a requirement of fifty (50) additional hours of on-the-job training is required prior to upgrading.

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8. WORK PROCESSES:

During apprenticeship, the roofer apprentice shall receive such instruction and experience in all branches of roofing including the preparation of material for installation, as are necessary to develop a practical and skilled tradesman versed in the theory and practice of the trade. The apprentice shall also perform such duties in the shop and on the job as are commonly related to a roofer apprenticeship.

<u>ROOFER:</u>	D.O.T. #866-381-010	<u>Hours</u>
A.	Built Up Roofing (Commercial and Industrial)	3500
	Safety, Roofers clothing, tools, roof removal, deck preparation, roof insulation and application, roofing materials and application, roofing equipment and maintenance, roofing details, base flashings, sheet metal that is used in conjunction with built up roofing, roof coatings, waterproofing and dampproofing.	
B.	Steep Roofing.....	80
	Safety, roof removal, deck preparation, pitch of roof, tools, roofers clothing, details, fasteners, materials, general application of materials, flashings, chimney flashing and counter flashing.	
C.	Single Ply	420
	Safety, roof removal, deck preparation, tools, roofers clothing, equipment and maintenance, materials - Modified Torch Down, EPDM & Hypalon, general application of same and flashings that are used in conjunction with single ply roofs.	
TOTAL HOURS:		4000

ALL THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subjects related to this trade as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - (X) Supervised field trips
 - (X) Approved training seminars
 - () A combination of home study and approved correspondence courses
 - (X) Technical College
 - (X) Community college
 - (X) Training trust
 - () Other (specify)
- C. Hours 144
- D. Satisfactory progress must be maintained in related training classes. (See section 10, Administrative/Disciplinary Procedures.)
- E. The Apprenticeship Committee recommends that the courses for the apprentice be limited to those who are actually apprentices to the trade in accordance with these Standards.
- F. Adequate safety training will be given in the related classes so that each apprentice will be fully informed on safety practices.
- G. Normally there are one or two field trips scheduled per year which are held on a Saturday which the apprentice will be required to attend. Each field trip will count towards fulfillment of two classes.

10. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

- A. Work Progress Reports:
 - 1. Apprentices must turn in monthly work progress reports which are due by the 10th of the following month to either their classroom instructor or the Joint Apprenticeship office. The above report shall contain the

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apprentice's name, classification, employer, wage rate, month and year of report as well as work performed.

2. Failure to turn in monthly progress reports when due will result in the apprentice not receiving credit for said month or months.
3. Failure to turn in three (3) monthly progress reports will result in the apprentice being cited to appear before the Committee to show cause why the apprentice should not be dropped from the apprenticeship program for noncompliance of the Apprenticeship Standards.

B. Class Attendance:

1. The only excuses for missing class that the Committee recognizes are a doctor's excuse on doctor's stationery or an employer's excuse on the employer's stationery, signed by the employer stating that the apprentice was working out of town and noting the location of the job site.
2. All excuses must be received by the Joint Apprenticeship Office on or before thirty (30) days from the date of absence from class or the excuse will not be recognized by the Committee.
3. Unexcused absence from class must be made up prior to upgrading.
4. Three (3) unexcused absences and the apprentice will be cited to appear before the Committee to show cause why the apprentice should not be dropped from the apprenticeship program for non-compliance of the Apprenticeship Standards.

11. COMPOSITION OF COMMITTEE AND ALTERNATES:

The Southwest Washington Roofers Apprenticeship Committee shall be composed of six (6) members of which three (3) shall represent the Employer Association and three (3) shall represent the United Union of Roofers, Waterproofers and Allied Workers.

The Employer Representatives Shall Be:

SOUTHWEST WASHINGTON ROOFERS APPRENTICESHIP COMMITTEE

Dan Simpson, Chair
Abbott & Simpson Roofing
2144 NE 22nd
Portland, OR 97212

Bob Bolt
McDonald & Wetle, Inc.
2020 NE 194th
Portland, OR 97230

Ken Holstrom
Anderson Roofing Co. Inc.
PO Box 10085
Portland, OR 97296-0085

Roy E. Bolt, Alternate
McDonald & Wetle, Inc.
2020 NE 194th
Portland, OR 97230

The Employee Representatives Shall Be:

Darrell D. Hopkins, Secretary
Snyder Roofing
12650 SW Hall
Tigard, OR 97223

Richard B Younce
McDonald & Wetle, Inc.
2020 NE 194th
Portland, OR 97230

Russ Garnett
Griffith Roofing
6815 SW 111th
Beaverton, OR 97008

Michael A. Thompson, Alternate
Roofers Local #49
2725 SE 21st
Portland, OR 97202

12. **SUBCOMMITTEE:** (None)

13. **TRAINING DIRECTOR/COORDINATOR:**

Roy E. Bolt, Coordinator
2725 SE 21st St.
Portland, OR 97202